

MESSINGHAM PARISH COUNCIL

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NOTICE OF MESSINGHAM PARISH COUNCIL ALLOTMENT ADVISORY COMMITTEE MEETING

To: All members of the Allotment Advisory Committee

You are hereby summoned to attend a meeting of the Allotment Advisory Committee, which will be held in Messingham Village Hall, Orchard Close, Messingham, DN17 3TS on **Monday 18th March 2019** at **6:45pm**, when the following business will be considered and transacted.

Tracey Black
Clerk to the Parish Council

13th March 2019

AGENDA

1. **Apologies for absence**
To receive apologies for absence
2. **Declarations of interest**
 - a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interest should identify the agenda item and type of interest being declared.
 - b) To note dispensations given to any member of the council in respect of the agenda items listed below.
3. **Minutes of the last meeting**
To receive the minutes of the meeting held on Monday 24th September 2018, these were adopted by the Full Parish Council meeting on Monday 8th October 2018.
4. **Clerk's report**
To receive a report and update on recent and ongoing matters
5. **Matters referred from Parish Council**
6. **Allotment tenancy terminations/notice of termination**
To receive allotment tenancy terminations and any notice of terminations
7. **Allotment tenancy applications**
To receive and consider allotment tenancy applications
8. **Allotment inspection report**
To receive any allotment inspection report, and resolve any actions required
9. **Finances**
 - a) To consider the expenses summary and resolve tenant expenses for 2019/20 financial year
 - b) To consider the budget forecast and resolve rent payments for 2019/20.
10. **Terms & Conditions and Rules**
To review the Terms & Conditions and Rules and agree any amendments
11. **Correspondence for discussion/decision**
To receive items of correspondence for consideration and resolve any actions required
12. **Matters for discussion**
To receive any items for consideration and resolve any actions required
 - a) To consider a judge for the Best Kept Allotment competition

Members of the public and press are welcome to attend all meetings of the Council and committees